

## **AGENDA**

### **CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS AND FUNERAL DIRECTORS**

**Thursday, June 16, 2011 at 9:30 AM**

Department of Public Health  
410 Capitol Avenue, Hartford, CT  
**Third Floor- Hearing Room**

#### **CALL TO ORDER**

#### **I. OPEN FORUM**

#### **II. MINUTES**

Review and approval of the minutes from the April 26, 2011 meeting.

#### **III. CHAIR UPDATES/CORRESPONDENCE**

#### **IV. DEPARTMENT OF PUBLIC HEALTH UPDATES**

A. Electronic Death Certificates

*Jane Purtill, Registrar of Vital Records*

B. Investigations Update

*Gary Griffin, Investigations Supervisor, DPH*

#### **V. NEW BUSINESS**

Schedule Hearing Dates

*Ronald J. Dougiello, Embalmer – Petition No. 2009-0528-030-003*

#### **VI. LEGAL OFFICE BUSINESS**

#### **ADJOURN**

The following minutes are draft minutes which are subject to revision and which have not yet been adopted by the Board.

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on April 16, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer - Chairman  
Peter Hansen, Embalmer  
John B. Sterry, Jr.

**BOARD MEMBERS ABSENT:** Gerald Bosak, Jr., Embalmer  
James Donohue

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Gary Griffin, Department of Public Health  
Gerald Montano, Embalmer

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The meeting convened at 9:30 a.m.

**I. MINUTES**

The minutes from the February 22, 2011 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously.

**II. CHAIR UPDATES**

Mr. Jowdy reported there is proposed legislation to increase the fees for cremation permits. It is Bill No. 6393. He also reported that the Connecticut Funeral Directors Association may propose legislation regarding the discipline of licenses.

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

A. Reciprocal Agreements

Jennifer Filippone, Section Chief, Practitioner Licensing and Investigations, DPH reported that agreements with other states should be updated by the next meeting.

B. Electronic Death Certificates

Jane Purtill, Registrar of Vital Records and Steve Sunderland, Information Technology Division provided an overview of the electronic death registry system,

C. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are eighteen cases currently in various stages of investigation by the Department. Three additional cases have been referred to the Department's Legal Office for further review.

**IV. NEW BUSINESS**

License Reinstatement Review – Philip Porter

This matter was withdrawn by the Department of Public Health

**V. ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman  
Board of Examiners of Embalmers and Funeral Directors